

make sure your application is complete ☒
before mailing your application complete the following checklist

bingo

✓ **Class I** — File Form 50, Schedule I, and Form 50H

✓ **Class II** — File Form 50, Schedule I, Form 50H, and Form 50C

Be sure you include:

☐ **IRS LETTER OF EXEMPTION**
(Volunteer Fire Company and Volunteer First-aid, Rescue, Ambulance, or Emergency Squad Excluded)

☐ **SEPARATE BINGO BANK ACCOUNT NUMBER**
You must have a separate checking account to be used for bingo receipts **ONLY**.

☐ **COPY OF YOUR CHARTER**
Only if organization has not been in existence for 5 years and is using the charter date of parent organization to meet 5-year requirement.

☐ **COPY OF YOUR ARTICLES OF INCORPORATION AND BYLAWS**

☐ **COPY OF YOUR LEASE AGREEMENT(S)**—If bingo location and/or bingo equipment is leased or rented

☐ **SCHEDULE I**

☐ **FORM 50H**
Must license at least one Utilization of Funds Member. Applicant must meet one-year membership requirement.

☐ **FORM 50C (CLASS II ONLY)**

☐ **ALL SIGNATURES REQUIRED**
Organization Officer must sign Form 50. Bingo Chairperson must sign Schedule I. Gaming Manager and Utilization of Funds Member must sign Form 50C. Utilization of Funds Member and Organization Officer must sign Form 50H.

☐ **CHECK OR MONEY ORDER**
Payable to Nebraska Department of Revenue.
Class I (Biennial): \$30 license fee and \$40 for each Utilization of Funds Member.
Class II (Biennial): \$100 license fee, \$40 for each Utilization of Funds Member, and \$100 for each Gaming Manager.

lottery by pickle card

✓ **Class I** — File Form 50, and Form 50H

✓ **Class II** — File Form 50, Schedule II, Form 50H, and Form 50E

Be sure you include:

☐ **IRS LETTER OF EXEMPTION**
(Volunteer Fire Company and Volunteer First-aid, Rescue, Ambulance, or Emergency Squad Excluded)

☐ **SEPARATE PICKLE CARD BANK ACCOUNT NUMBER**
You must have a separate checking account to be used for pickle card proceeds **ONLY**.

☐ **COPY OF YOUR CHARTER**
Only if organization has not been in existence for 5 years and is using the charter date of parent organization to meet 5-year requirement.

☐ **COPY OF YOUR ARTICLES OF INCORPORATION AND BYLAWS**

☐ **FORM 50H**
Must license at least one Utilization of Funds Member. Applicant must meet one-year membership requirement.

☐ **SCHEDULE II (CLASS II ONLY)**
To authorize pickle card operators.

☐ **FORM 50E (CLASS II ONLY)**
Class II applicants must license at least one Sales Agent. Applicant must meet one-year membership requirement. (Sales Agent **cannot** be licensed as Utilization of Funds Member or Pickle Card Operator.)

☐ **ALL SIGNATURES REQUIRED**
Organization Officer must sign Form 50. Utilization of Funds Member and the Pickle Card Operator must sign Schedule II. Sales Agent and Utilization of Funds Member must sign Form 50E. Utilization of Funds Member and Organization Officer must sign Form 50H.

☐ **CHECK OR MONEY ORDER**
Payable to Nebraska Department of Revenue.
Class I (Biennial): \$200 license fee and \$40 for each Utilization of Funds Member.
Class II (Biennial): \$300 license fee, \$40 for each Utilization of Funds Member, and \$100 for each Sales Agent.

lottery/raffle — File Form 50 and Form 50H

Be sure you include:

☐ **IRS LETTER OF EXEMPTION**
(Volunteer Fire Company and Volunteer First-aid, Rescue, Ambulance, or Emergency Squad Excluded)

☐ **SEPARATE LOTTERY/RAFFLE BANK ACCOUNT NUMBER**
Used for lottery/raffle proceeds **ONLY**.

☐ **COPY OF YOUR ARTICLES OF INCORPORATION AND BYLAWS**

☐ **ALL SIGNATURES REQUIRED**
Organization Officer must sign Form 50. Utilization of Funds Member and Organization Officer must sign Form 50H.

☐ **LOTTERY/RAFFLE SUPPLEMENTAL QUESTIONNAIRE**

☐ **SPECIAL PERMIT (If Applying)**
Indicate date you plan to begin ticket sales and ending date; may not exceed 3 consecutive months. You must have lottery/raffle license to be eligible for the special permit.

☐ **FORM 50H**
Must license at least one Utilization of Funds Member. Applicant must meet one-year membership requirement.

☐ **CHECK OR MONEY ORDER**
Payable to Nebraska Department of Revenue.
Biennial: \$30 license fee and \$40 for each Utilization of Funds Member and \$10 for each Lottery/Raffle Special Permit.

still have questions? write or call:

Nebraska Department of Revenue
Charitable Gaming Division
301 Centennial Mall South, P.O. Box 94855
Lincoln, NE 68509-4855
(402) 471-5937 or toll free (877) 564-1315

